



Example of Process Excellence Job Description

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Our innovative and growing company is looking for a process excellence. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

Responsibilities for process excellence

- Support the development and implementation of the Process Excellence (Lean / Six Sigma) and J&J Operating System (JJOS) deployment strategy including assisting in the development of scoping/defining appropriate Green Belt / Black Belt projects
- Develop Process Excellence (Lean / Six Sigma) training material
- Leverage expertise in lean principles, six sigma to define the future state with target metrics to drive execution
- Ensures timely completion of audit and inspection CAPAs relating to PV processes and procedures in collaboration with PV Directors
- Provides support for the generation and maintenance of standard operating procedures (SOPs), working Practices (WPs), Business Continuity Plans, for the global PV organization to ensure global regulatory reporting compliance for adverse experience reports
- Oversees the collection, dissemination, and prioritization of global PV information identified by the Safety Regulatory Intelligence group
- Provides notification to Project Managers of changing regulations to ensure that client plans concerning adverse experience reporting are up-to-date
- Conducts regular meetings with his/her direct PV reports
- Participates in project specific internal teleconferences/meetings and client specific teleconferences/meetings for operations as needed
- Attends client operational Face to Face meetings and teleconferences as needed

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- Master degree as Commercial Engineer, Civil Engineer, Bio-Engineer, Business Administration, Applied Economics, followed by a first successful experience in the commercial domain
 - Experience in a consulting or change management role
 - Evaluates and responds to client requests for proposals as needed
 - Attends and supports client audits and regulatory inspections from a pharmacovigilance operations standpoint
 - Ensures completion of employee performance objectives and development plans for direct reports
 - Bachelor's Degree in a science or health-related field, pharmacy or nursing required